



COUNTY OF SAN DIEGO  
**Great Government Through the General Management System – Quality, Timeliness, Value**  
DEPARTMENT OF HUMAN RESOURCES

CLASS SPECIFICATION

CLASSIFIED

PHYSICIAN

Class No. 004193

■ CLASSIFICATION PURPOSE

To deliver professional medical services in a hospital, clinic, or long term care facility; and to perform related work as required.

■ DISTINGUISHING CHARACTERISTICS

This class is allocated to the Health & Human Services Agency (HHS) at Edgemore Hospital, and in the Tuberculosis Control and Sexually Transmitted Disease programs. Under direction, Physicians provide professional medical services. This class is distinguished from Senior Physician in that the latter assumes greater responsibility and requires more training and experience. Senior Physicians serve in a combined clinical/administrative capacity. They are experienced in a medical specialty to render fairly difficult medical decisions and give consultative advice to other physicians.

■ FUNCTIONS

**The examples of functions listed in the class specification are representative but not necessarily exhaustive or descriptive of any one position in the class. Management is not precluded from assigning other related functions not listed herein if such duties are a logical assignment for the position.**

Essential Functions:

1. Examines and prescribes treatment for patients in hospitals, clinics, or long term care facilities.
2. In collaboration with staff, detects and controls communicable diseases, maternal problems, childhood diseases and abnormalities.
3. Consults with private physicians, clinics or hospitals on diagnoses involving sexually transmitted diseases, maternal problems and/or childhood diseases and abnormalities.
4. Interprets laboratory data.
5. Renders professional medical services for programs targeting sexually transmitted diseases, school health, birth control, maternal and child health, venereal disease, immunization, and tuberculosis control.
6. Keeps records and makes reports as required, taking medical histories from families in cases where patients are unable to provide information.
7. Refers patients to other medical treatment as necessary under County policy.
8. Provides health and mental health education and advice to patients, their families, paraprofessionals and staff from other agencies as required.
9. May supervise mid-level practitioners and physician assistants.
10. Conducts quality assurance activities.
11. Carries out basic administrative duties as necessary.
12. Provides courteous, high quality service to members of the public by personally responding to requests for service or making appropriate referral.

■ KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Anatomy, physiology and diseases of the human body.
- Methods of conducting physical examinations.

- Methods of diagnosing and treating diseases and physical ailments.
- Modern developments in general medicine.
- Methods of preparing and maintaining appropriate medical records.
- Medicine used in the treatment of medical illness.
- Principles and practices of medical administration.
- Physical, psychiatric and rehabilitation therapies.
- Telephone, office, and online etiquette.
- County customer service objectives and strategies.

#### Skills and Abilities to:

- Apply general medical principles and practices.
- Diagnose and treat diseases and physical ailments.
- Supervise and train subordinate personnel.
- Interpret laboratory data.
- Communicate effectively both orally and in writing.
- Relate to patients and their families.
- Establish effective working relationships with management, employees, employee representatives and the public representing diverse cultures and backgrounds.
- Exercise appropriate judgment in answering questions and releasing information; analyze and project consequences of decisions and/or recommendations.

#### ■ EDUCATION/EXPERIENCE

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above. An example of qualifying education/experience is:

Possession of a Doctor of Medicine or Doctor of Osteopathy degree from an accredited medical or osteopathic school AND, one (1) year of post-graduate experience in an environment that provided exposure to a broad range of medical diagnostic and treatment problems, including those of the desired specialty.

#### ■ ESSENTIAL PHYSICAL CHARACTERISTICS

**The physical characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the classification. Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.**

Continuous upward and downward flexion of the neck. Frequent: sitting, repetitive use of hands to operate computers, printers and copiers. Occasional: walking, standing, bending and twisting of neck, bending and twisting of waist, squatting, simple grasping, reaching above and below shoulder level, and lifting and carrying of files weighing up to 10 pounds.

#### ■ SPECIAL NOTES, LICENSES, OR REQUIREMENTS

##### License

A valid California class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment, or the ability to arrange necessary and timely transportation for field travel. Employees in this class may be required to use their own vehicle.

##### Certification/Registration

Applicants must possess a valid license to practice medicine in the State of California at time of appointment.

A valid National Provider Identification Number (NPI) is required at the time of employment, or proof of application must be provided within sixty (60) days of beginning employment. Incumbents are required to maintain the NPI throughout employment in this class.

##### Working Conditions

May be exposed to contagious diseases, and violent and abusive behavior from residents in an institution or correctional facility. Duties may require frequent travel within the County.

##### Background Investigation

Must have a reputation for honesty and trustworthiness. Misdemeanor and/or felony convictions may be disqualifying depending on type, number, severity, and recency. Prior to appointment, candidates will be subject to a background investigation.

Probationary Period

Incumbents appointed to permanent positions in this class shall serve a probationary period of 6 months (Civil Service Rule 4.2.5).

**New: June 4, 1965**  
**Revised: May 21, 2001**  
**Reviewed: Spring 2003**  
**Revised: June 15, 2004**  
**Revised: October 2005**

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Physician (Class No. 004193)

Union Code: PR

Variable Entry: Y